

SALARY COMMISSION Meeting Minutes

SPECIALLY CALLED MEETING

Wednesday, September 4, 2019

7:00 pm

Police Department Training Room
250 5th Ave. N., Edmonds, WA 98020

Present: Jay Grant, Chair
Ava Dubno, Vice-Chair
Don Hall, Commissioner
Jeff Hodson, Commissioner
Marilynne Beard, Consultant, MMB Consulting

Excused: Carl Zapora, Commissioner

CALL TO ORDER

Chair Grant called the meeting to order at 7:00 p.m.

APPROVAL OF AGENDA

Chair Grant asked the Commissioners if they had any changes to the agenda. There were no changes requested to the agenda and the agenda was approved as submitted.

APPROVAL OF MINUTES

Chair Grant asked the Commissioners if there were any changes to the Meeting Minutes of the August 21, 2019 meeting. Chair Grant had communicated one edit that he had requested. With that edit, Vice-Chair Dubno moved approval of the minutes. Commissioner Hodson seconded the motion. The minutes were approved unanimously.

PUBLIC COMMENT

There were no members of the public present. Chair Grant closed the public comment period.

DISCUSSION ITEMS

Follow-up from August 21, 2019 Meeting

The Commission reviewed a list of comparable cities used by Edmonds to conduct non-represented salary surveys. The list is based on adopted Council policy (Attachment A). Chair Grant noted that most of the comparable cities are Council/Manager forms of government whereas the Salary Commission had been focusing on Mayor/Council forms of government for their review of comparable cities. Commissioner Hodson pointed out that the comparable cities used for the 2017 Salary Commission process which were different than the non-represented list and the cities provided in the staff's spreadsheet of comparable cities provided for the 2019 process.

Potential Adjustments to Elected Officials' Compensation

Chair Grant opened the Commission discussion about possible adjustments to the Mayor and City Council compensation including the Council President.

Chair Grant led a roundtable discussion with the Commissioners about compensation and shared an email that he had received from Commissioner Zapora concerning the Mayor's salary (Attachment B). Commissioner Zapora had expressed his support for adjusting the Mayor's salary to be closer to those of department directors. Chair Grant noted that the Mayor's current salary is within the range of directors' salaries, albeit at the low range. Commissioner Hall supported providing the same cost of living adjustment for the Mayor as was used for non-represented employees. The Commissioners continued their discussion including how the Mayor's salary should relate to the comparable cities and whether to apply a percentage or flat dollar amount. CPI-U is currently between 2.3% to 3%.

Vice-Chair Dubno provided a summary of all the methods and considerations that the Commission had discussed in previous meetings held in 2019. The Commission briefly discussed the potential for an accountability measure and agreed that proper tracking and its use for determining compensation remains problematic.

Commissioner Hall made a motion to provide a 4% increase to the Mayor's salary effective January 1, 2020 and another 4% increase effective January 1, 2021. This reflects a cost of living adjustment as well as a market adjustment to keep the Mayor's salary at the median of comparable cities, based on the same cities as used in the 2017 process; and to maintain the Mayor's health benefits at the same level as non-represented employees. Commissioner Hodson seconded the motion. The motion was approved unanimously,

The Commission then turned to the Council President's salary which is based on the Council's salary plus an additional amount that recognizes their extra responsibilities. The Commission discussed the range of input received from the Community and Council surveys. Commissioner Hodson made a motion to increase the Council President's additional increment from \$200 to \$300 per month. Commissioner Hall seconded the motion. The motion was approved unanimously.

The Commission then turned to the Council's salary and reviewed their discussion from the previous meeting. The Commission agreed that the

Council's salary should also reflect the median of other cities, again using the same comparable cities as those used in the 2017 process and maintaining health benefits at the same level as currently have. Commissioner Hodson made a motion to increase City Council salaries by 6% effective January 1, 2020 and another 6% effective January 1, 2021 and to maintain health care benefits. The commission discussed the median salary based on comparable cities which would be \$1,350 monthly. Council's current monthly salary is \$1,250 monthly. Commissioner Hodson offered an amendment to the main motion to increase Council salaries by a flat amount of \$1,000 per year for 2020 and \$1,000 per year for 2021. Chair Grant seconded the motion. The amendment was approved unanimously. The Commission then voted on the main motion which was approved unanimously.

Discussion of Memo and Presentation for the September 17 City Council Meeting

Chair Grant reminded the commission that the September 11 meeting will be the last meeting before the September 17 City Council meeting and the Commission would need to finalize their recommendation, forward it to the City Attorney for review and file it with the City Clerk prior to September 17.

Chair Grant will prepare a draft memo for Commission review and discussion at the September 11 meeting and Commissioner Hodson will prepare a draft presentation. Chair Grant asked the Commissioners to review survey results and to choose comments that they believe should be highlighted in the Council presentation. The Commission agreed to highlight the number of survey responses received and to thank the City Council for their prompt response to the Council survey.

OTHER

There were no other items for discussion.

Chair Grant adjourned the meeting at 9:00 pm.

Future Commission Meeting Schedule

- Wednesday, September 11, 2019 7:00 pm – Commission Meeting

ATTACHMENTS

- A – Summary of Comparable Cities used by Edmonds for Non-represented Salary Surveys and adopted policy
- B – Email from Commissioner Zapora to Chair Grant